

## Who may File a Title VI Complaint?

A complaint may be filed by any individual or group that believes they have been subjected to discrimination or retaliation based on their race, color, national origin, sex, age, disability/handicap, and/or income level. The complaint may be filed by the affected party or representative and must be received in writing.

## How to File a Complaint

You may file a written complaint within 180 days from the date of the alleged discrimination.

The complaint should include:

1. Your name, address, and telephone number. If you are filing on behalf of another person, include their name, address, telephone number, and your relation to the person (*e.g., friend, attorney, parent, etc.*).
2. The name and address of the agency, institution or department you believe discriminated against you.
3. Your signature.
4. A description of how, why, and when you believe you were discriminated against. Include as much background information as possible about the alleged acts of discrimination.
5. The names of individuals whom you allege discriminated against you, if you know them.
6. The names of any person, if known, that Morrill County Public Transit could contact for additional information to support or clarify your allegations.

Your complaint must be signed, dated, and submitted to: Morrill County Public Transit Director.

## What will happen if the recipient retaliates against me for asserting my rights or filing a complaint?

A recipient is prohibited from retaliating against you or any person because he or she reported an unlawful policy or practice, or made charges, testified, or participated in any complaint action under Title VI.

## What is a Recipient?

Any state, territory, possession, the District of Columbia, Puerto Rico, or any political subdivision, or instrumentality thereof, or any public or private agency, institution, or organization, or other entity, or any individual in any state, territory, possession, the District of Columbia or Puerto Rico to whom Federal Assistance is extended either directly or through another recipient, for any program. Recipient includes any successor, assignee, or transferee thereof. The term recipient does not include any ultimate beneficiary under any such program.

## Non-discrimination Statement

Under Title VI of the Civil Rights Act of 1964 and related statutes, the Morrill County Public Transit ensures that no person shall, on the grounds of race, color, national origin, age, disability or sex be excluded from participation in, denied the benefits or services of, or be otherwise subjected to discrimination in all programs, services or activities administered by:

Morrill County Public Transit  
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## MORRILL COUNTY PUBLIC TRANSIT

*Your Rights Under TITLE VI of the  
Civil Rights Act of 1964*

# Title VI



**“No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”**

# What is Title VI of the Civil Rights Act and the Title VI Program?

Title VI of the Civil Rights Act of 1964 is the Federal law that protects individuals and groups from discrimination on the basis of their race, color, and national origin in programs and activities that received Federal financial assistance. This also includes other civil rights provisions of Federal statutes and related authorities to the extent that they prohibit discrimination in programs and activities receiving Federal financial aid.

Pursuant to Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and other non-discrimination authorities, it is the policy of Morrill County Public Transit that discrimination on the grounds of race, color, national origin, disability/handicap, sex, age, or income status shall not occur in connection with programs or activities receiving Federal financial assistance.

## What discrimination is prohibited by the Federal Transit Administration Title VI Program?

Discrimination under our Title VI Program is an act (*action or inaction*), whether intentional or unintentional, through which a person or group, solely because of race, color, national origin, disability/handicap, sex, age, or income status has been otherwise subjected to unequal treatment or impact, under any program or activity receiving financial assistance from FTA.

Many forms of illegal discrimination based on the grounds identified above do exist that can limit the opportunity for individuals and groups to gain equal access to services and programs.

In operating FTA-assisted programs, a recipient cannot discriminate either directly or through contractual or other means by:

- Denying programs, services, financial aid, or other benefits.
- Providing different programs, services, financial aid or other benefits or providing them in a manner different from that provided to others.
- Segregating or separately treating individuals or groups in any matter related to the receipt of any program, service, financial aid or benefit.
- Denying person(s) the opportunity to participate as a member of a planning advisory or similar body.
- Denying person(s) the opportunity to participate in the program through the provision of services, or affording the opportunity to do so differently from those afforded others.

## Environmental Justice

In 1994, President Clinton signed Executive Order 12898: Federal Action to Address Environmental Justice in Minority Populations and Low-income Populations, which focused attention on Title VI by providing that “each agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority and low-income populations.”

## Title VI and Limited English Proficiency (LEP)

The Federal government and those receiving assistance from the Federal government, must take reasonable steps to ensure that person of Limited English Proficiency (LEP) have meaningful access to the programs, services, and activities of those entities. This will require recipients to create solutions to address the needs of this ever-growing population of individuals for whom English is not their primary language.

## Who is an LEP Person?

Persons who do not speak English as their primary language and have a limited ability to read, speak, write or understand English may be considered Limited English Proficient or LEP. These individuals may be entitled to language assistance with respect to a particular type of service, benefit, or encounter. Anyone requiring assistance may contact the Director.

## Morrill County Public Transit

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